

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, April 15, 2015

CALL TO ORDER: Following due call and notice thereof, Mayor Gran called the meeting to order at 6:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Joshua Gran, Council Members: DeWayne Schroeder, Bob Lemke, Bob Burns and Paul Fisch. City Staff Present: City Clerk/Administrator Ted Schoonover, Smith, & Schafer Associates member Thomas Wentz, Caledonia Argus reporter: Zachary Olson, Guests: Marge Birkeland, Mary Pieper, DeAnna McCabe, Steve Reiman, Mary Mell, Dan Kruse, Carolyn Medin, Terry Lauden, Laurel Rusert and Norman Snodgrass.

AGENDA: Motion by Member Burns, second by Member Lemke to approve the agenda. All present voted in favor and the motion was declared carried.

CONSENT AGENDA APPROVAL: Motion by Mayor Gran, second by Member Fisch to approve the consent agenda, which consisted of the regular meeting minutes from the March 23, 2015 regular meeting. All members present voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: None.

CITY CLERK/ADMINISTRATOR: Tom Wentz was present and went through a brief overview of the 2014 Annual Audit with the City Council. He made the comment that it is not very often that a city can go through an entire year without having to do a Journal Entry to make a correction, this is proof that the staff is doing what they are supposed to do. There were no deficiencies or comments that needed to be addressed and overall the city is in a great position. Motion by Member Burns, second by Member Schroeder to accept the 2014 Annual Audit. All members present voted in favor and the motion was declared carried.

Norman Snodgrass was present and asked the Council to consider waiving the charge for him to pay for the new meters he installed in his apartment complex. He took out 12 of our older auto read meters and replaced them with his own meters that he will sub-meter the usage and bill the tenants. Currently the city is asking to pay \$952.00 for the new meters they had to order. Consensus of the council was to see how much the older meters would be worth and compare it to what we are charging. This should be brought back on the 27<sup>th</sup>. No action taken.

Motion by Member Schroeder, second by Member Fisch to approve the purchase of the back flow preventer for the Auditorium boilers. All members present voted in favor and the motion was declared carried.

Motion by Member Schroeder, second by Member Burns to approve the Right-of-way Easement between the City of Caledonia and Dairyland Power. All members present voted in favor and the motion was declared carried.

Motion by Mayor Gran, second by Member Burns to set a public hearing for April 27, 2015 at 6:15 p.m. to consider several variances for the new Kwik Trip Store being designed. All members present voted in favor and the motion was declared carried.

Schoonover presented the council with a proposal from DSG to purchase 2 new auto read hand held radios, the current ones are no longer being supported and one is not operational. Consensus of the council was to wait and purchase them when we needed them. No action taken.

Schoonover then presented the council with a proposal for a new Liquor Store sign. Mayor Gran and Member Burns thought that maybe we could light up the front of the building somehow a lot cheaper. Schoonover and Gerardy would look into it and report back.

Schoonover presented the council with a recommendation to hire Gary Bubbers, Ken Van Minsel and Dean Schutte to run and maintain the diseased tree site. They would rotate duties and shifts. Motion by Member Burns, second by Member Schroeder to approve the hiring of all three of them. All members present voted in favor and the motion was declared carried.

Mayor Gran then began by giving an update to the new pool and how he felt we needed to move forward. Several of the guests wanted to have the support of the City Council as they felt that would show the residents that we need a new facility. Mayor Gran and Member Burns both stated that our support has never been a negative one, but the residents overwhelmingly voted against the last referendum and we need to ensure we have their support moving forward and because we have downsized the project to 1 million dollars they both feel that we now can gather more support. Mayor Gran stated he would like to see a public forum to help educate the voters before we set up a special election. Member Schroeder stated that he is not against building a pool, he just questions how we are going to afford to pay for it once it's operational, but he too agrees that one is needed. Mayor Gran then asked Administrator Schoonover if there were any other options. Schoonover explained that we could use a tax in lieu of method to pay for the bond. He stated that most cities that implement that method use approximately 5-6% of the gross revenues from the electrical fund. In our situation we could transfer \$150,000 annually, of that \$75,000 would pay for the bond and the remaining funds could be used for other capital projects such as paving streets, purchasing

a new well site, etc... He then stated he would recommend that if we consider this option that we still move forward with the referendum. His explanation for that would be if something came up over the life of the bond we could always revert back and assess the residents if needed, so this would be a safety net per se. Several of the audience members commented that we needed pool lighting and other amenities to make it better for all. Mayor Gran and Member Burns explained that all that would be worked out after the bid letting. Mayor then stated he would set up a public forum for April 23, 2015 at 6:30 p.m. in the City Auditorium to gather input from the residents. No action taken.

Motion by Member Fisch, second by Member Lemke to approve the claim payable. All members present voted in favor and the motion was declared carried.

Abrams & Schmidt, LLC	Consulting Attorney	94.50
Airgas USA, LLC	Oxygen/Acetylene	132.37
Artic Glacier USA, Inc.	Ice	42.05
Auto Value Parts Store	Repair Parts, Misc. Parts	383.83
Baker & Taylor Books	Library Books	563.97
Becker & Stemper Electric	Repairs/Labor	322.64
Bonanza Grain, Inc.	Water Main Materials	456.90
Bound Tree Medical, LLC	Ambulance – Misc. Supplies	192.86
Caledonia Implement Co.	Misc. Parts	19.50
Caledonia Oil Company	Squad 20 & 21 Maintenance	238.20
Carquest Auto Parts Store	Miscellaneous Items	7.01
City of Caledonia Utilities	Electric, Water & Sewer	7,913.49
D S Electric Supply, Inc.	Control Panel Bulbs, Misc.	155.13
DALCO	Miscellaneous Supplies	321.71
Davy Engineering	WWTP Facility Plan	220.19
Davy Laboratories	Lab's	1,673.10
E O Johnson Company	Copier Agreement	480.38
ECM Publishers, Inc.	Publishing, Ad's, Notices	587.20
Ellingson Motors	#06 Repairs/Labor	155.19
Expert T Billing	Ambulance Billing	910.00
Fastenal Company	Street – Misc.	82.69
First Supply, LLC	Hydrant Repair Parts	46.23
Goodyear Auto Service Center	Tires for Squad 21	274.82
Gopher State One-Call	Location Notifications	23.30
Hawkins, Inc.	Chemical Cylinder	5.00
Hoskins Electric Company	Labor/Repairs	745.40
Houston Co. Treasurer	MSHA Refresher, Maintenance Materials	1,811.23
Innovative Office Supplies	Office Supplies	322.21
Jeff's Automotive Repair	Van Repair Parts	16.98
Ken's Small Engine	Misc. Parts, Small Equipment	200.44
Kwik Trip Stores	PD – Motor Oil	10.50
Lackore Electric Motor Repair	Repair Skimmer Gear Box	1,049.83
Mayo Clinic Health System	Heartsaver Cards	70.00
Menard's	Tool/Bit, Reach Tool	25.96
Metering & Tech Solutions	Water – Inventory for Resale	895.47
Michael's Truck Equipment	#004 Repair Parts	36.47
MN Pipe & Equipment	Water – Inventory	103.20
Moss & Barnett	Mediacom Franchise Renewal	1,108.50
Penguin Management, Inc.	FD - 12 Mos. Voice Notifications	1,126.00
Richard's Sanitation, LLC	Refuse Disposal	133.00
River Valley Newspapers	Employment Ad	262.20
Sandry Fire Supply, LLC	Gloves, Gear Repair, Name Tags	450.78
Schilling Supply Company	Copy Paper	454.37
Schmitz Refrigeration	Liquor Store – Cooler Repair	461.26
Schulze Plumbing & Heating	Labor for Street Repair	107.00
SE Libraries Cooperating	Auto Fee's	458.82
SEMA Equipment	Parts, Fuel/Additives	113.02
SEMNT	Tech Services	300.00
St. Mary's Auto Body Shop	Tow Expense	410.00
Stuart C. Irby	Testing Expense	375.62
Sugar Loaf Lincoln	Squad 21 Repairs/Labor	280.66
Terex Services	106 Parts/Repairs	975.31
Tri-County Electric Co-op	Electric Energy	169,556.08
Water Systems Company	Drinking Water	7.36
Wiebke Fur Company	Ammo	421.83
Wiebke Tire & Exhaust, LLC	Truck #9 Repairs	100.39
Zep Sales & Service	Chemicals	286.90
		<u>\$ 198,001.05</u>

Motion by Member Fisch, second by Member Burns to approve the prepaid claims as presented. All members present voted in favor and the motion was declared carried.

Airgas North Central	Oxygen/Acetylene	119.48
Bound Tree Medical, LLC	Ambulance – Misc.	562.62
Buttall's Lighting	Bulbs	357.60
Coca-Cola Bottling Company	Liquor Store Inventory	77.76
Hammell & Murphy, PLLP	Prosecution Matters	2,875.50
Mayo Clinic Health System	Annual Consortium Fee	80.00
MN Pollution Control Agency	Hazard Waste Generator	483.00

Smith Schafer & Associates	Annual Audit 2014	9,500.00
Tri-State Ambulance, Inc.	Intercept Fee	500.00
Commissioner of Revenue	State Withholding	1,574.51
Merchants Bank	Federal/FICA/Medicare	8,294.43
Business Financial Planning	Cafeteria Plan	384.60
ING Institutional Plan Services	TSA Payday 3-17-15	700.00
MN Benefit Association	MBA Payday 3-17-15	45.77
MN Child Support Payment Cnt.	2 Case's	817.25
NCPERS Minnesota	NCPERS Payday 3-17-15	96.00
Public Emp. Retirement Assn.	PERA Payday 3-17-15	7,274.29
ABDO-Spotlight Magic Wagon	Library Books	1,310.50
Baker & Taylor Books	Library Books	889.29
Caledonia True Value	Miscellaneous Items	224.89
Collins Brothers, Inc.	Liquor Store Inventory	68.06
Davis, Susan	Library Book	15.00
DEMCO	Library Supplies	158.54
Expert T Billing	Contracted Billing	624.00
Hammell & Murphy	General Matters	416.48
Houston Co. Treasurer	Election Expense – Pool Referendum	920.40
MN Department of Health	2015 Pool License Renewal	522.50
Pine Cone Place	Recognition – J. Guillaume	75.08
Principal Life	Life/Ad&d/STD	431.41
Schott Distributing Co, Inc.	Liquor Store Inventory	4,275.35
SE Libraries Cooperating	Library – Barcodes	9.39
SEMNT	Clerk's Office – Server & Install	9,554.84
Southern Wine & Spirits of MN	Liquor Store Inventory	898.98
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	131.55
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	46.33
Coca-Cola Bottling Company	Liquor Store Inventory	129.60
Evans, Tim	2015 Uniform Allowance	125.00
Jack Neumann Trucking	Freight Expense	152.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	4,369.38
Mayo Clinic Health Systems	Healthsaver CPR Cards	130.00
Merchants Bank	Federal/FICA/Medicare	304.64
MN Post Board	POST Renewal	360.00
Northern Beverage Distribution	Liquor Store Inventory	3,858.25
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,381.83
Public Emp. Retirement Assn.	PERA Payday 3-25-15	230.00
Ranzenberger, Dorothy	2015 Clothing Allowance	60.00
Schott Distributing Co, Inc.	Liquor Store Inventory	7,108.60
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	164.25
Caledonia Oil Company	Diesel	1,217.50
Caledonia Volunteer Fire Dept.	Relief Association	600.00
Guillaume, Joyce	2015 Uniform Allowance	60.00
Klug, Anthony	Consulting Services	800.00
Rask, Nicholas	Animal Control	75.00
Boesen, Dan	Travel Expense	184.58
Forms & Systems of MN	PD Citation Forms	542.36
MN Bureau of Criminal App.	Re-Cert Course Fee	75.00
Schott Distributing Co, Inc.	Liquor Store Inventory	2,830.30
SEMNT	Computer & Tech Services	1,685.99
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	68.75
Tri-State Ambulance, Inc.	Intercept Fee	250.00
Merchants Bank	Federal/FICA/Medicare	8,841.86
Bluff & Valley Balloon Rally	Pass Thru Contribution	500.00
Business Financial Planning	Cafeteria Plan 3-31-15	384.60
Caledonia Conv. & Tourism	Tourism	220.28
Commissioner Of Revenue	State Withholding	1,669.75
Gerardy, Michael	Reimbursement – Refrigerator City Hall	147.68
Houston Co. Treasurer	Ho. Co. Collection Site	4,014.00
ING Institutional Plan Services	TSA Payday 3-31-15	700.00
MN Child Support Payment Cnt.	2 Case's	817.25
MN Dept of Revenue	Sales/Use Tax	17,786.00
Public Emp. Retirement Assn.	PERA Payday 3-31-15	7,169.92
Richard's Sanitation, LLC	Recycling Collections	6,880.80
Southern Wine & Spirits of MN	Liquor Store Inventory	1,863.20
Wirtz Beverage Minnesota	Liquor Store Inventory	996.46
Abnet, Erick	Ambulance – Refund	100.00
Business Financial Planning	Administration Fee's	115.00
Commissioner of Revenue	State Withholding	249.36
Friends of the Library	Pass Thru Contribution	500.00
IUOE Local 49	Health Insurance	17,520.00
Merchants Bank	Federal/FICA/Medicare	1,684.13
Northern Beverage Distribution	Liquor Store Inventory	3,791.95
Public Emp. Retirement Assn.	PERA Payday 4-2-15	926.27
Verizon Wireless	Communication Expense	210.32
AcenTek Ascending Technology	Communication Expense	1,101.08
Lewiston-Altura Volleyball	Registration Fee – 14AA	300.00
MN Bureau of Criminal App.	Course Fee	150.00

VISA	Travel Expense, Library DVD's	807.16
Caledonia Oil Company	Unleaded	1,161.50
Jack Neumann Trucking	Liquor – Freight Expense	86.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	2,088.35
MN State Fire Dept. Assn.	Subscription to MN Firefighter	7.00
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,509.48
Schott Distributing Co, Inc.	Liquor Store Inventory	4,561.81
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	84.40
G & F Distributing	Liquor Store Inventory	473.70
Schott Distributing Co, Inc.	Liquor Store Inventory	5,650.90
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	118.25
		<u>\$ 176,266.89</u>

Schoonover presented the council with a request for Liquor Store Manager Patty Gavin to attend the annual Municipal Beverage Associations meeting in Alexandria, Mn. Motion by Member Burns, second by Member Lemke to approve the request. All members present voted in favor and the motion was declared carried.

Motion by Member Lemke, second by Member Fisch to authorize the Head Librarian to hire an as needed librarian to fill in when needed. All members present voted in favor and the motion was declared carried.

Schoonover stated that the Southeastern Minnesota League of Cities meeting would be April 29, 2015 in Kasson, MN. None of the members would be available on that evening so no action was needed or taken.

Motion by Member Burns, second by Member Schroeder to authorize Administrator Schoonover to attend the 2015 League of Minnesota Cities Annual Conference in Duluth on June 23-26, 2015. All members present voted in favor and the motion was declared carried.

Motion by Member Burns, second by Member Schroeder to approve the Memorandum of Agreement between the City of Caledonia and International Union of Operating Engineers Local 49. Roll call of votes. Yes: Members Burns, Schroeder, Lemke and Fisch. No: Mayor Gran. Motion was declared carried.

Schoonover presented the employee overtime report and the police April shift report. No action taken.

The next regular meeting will be on Monday April 27, 2015, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Mayor Gran second by Member Fisch. All voted in favor and the motion was declared carried to adjourn at 8:15 p.m.

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Joshua D. Gran  
Mayor

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Ted A. Schoonover  
Clerk-Administrator